



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, BAMBERG  
UNIT 27535  
APO AE 09139-7535

REPLY TO  
ATTENTION OF

IMBA-ZA

DEC 01 2012

MEMORANDUM FOR RECORD

SUBJECT: Supervision of Children in the Bamberg Military Community

**1. References.**

a. AR 608-18, Family Advocacy Program and AR 608-10, Child Development Services.

b. IMCOM-E Memorandum, 1 June 2012, subject: Child Supervision Guidance.

**2. Purpose.** Establish local policy regarding supervision of children in the U.S. Army Garrison (USAG) Bamberg area.

**3.** This policy represents the intent of the USAG Bamberg Garrison Commander.

a. Violations of this policy are subject to punishment under UCMJ for soldiers and under CMAA for civilians and dependents.

b. Violations of this policy may result in a case of child neglect being brought to the Case Review Committee.

c. Every member of the Bamberg Community is responsible for the safety of the children and therefore responsible for reporting violations of this policy to the Bamberg Military Police.

**4. Scope.** Applies to personnel, civilian or military, assigned, attached or otherwise present in the USAG Bamberg area of control. Area of control refers to those areas the Department of the Army has a right to maintain order and discipline over, such as military housing and government rental housing (GRHP), as well as all military installations in the Bamberg area.

**5. Definitions.**

a. Child: Any person who has not reached their 18<sup>th</sup> birthday.

b. Adult Guardian: A person, 18 years of age or older, who has been appointed, either by law or by permission of the parent, to take care of the child or adolescent in the parent's absence. It is strongly recommended that parents identify an adult guardian by filling out

IMBA-ZA

SUBJECT: Supervision of Children in the Bamberg Military Community

the Bamberg Child Supervision Form (enclosed) and leaving a signed copy of the form in an easy to find location in their dwelling (bulletin board, front of refrigerator, etc.).

c. Authorized Caregiver: A sponsor, parent, certified Family Child Care (FCC) provider, adolescent babysitter (11 years of age or over), Child Development Center, or School Age Center Program. An adult guardian may also be an authorized caregiver consistent with the provisions of AR 608-10.

d. Direct Supervision: Someone who is an adult (parent, guardian, care provider, friend), has line of sight and sound supervision and responsibility for the child. Supervision is within the same dwelling or within 25 meters (approximately 80 feet) of the person watching the child(ren) in public places such as a playground. Short absences are not acceptable under any circumstances.

e. Indirect Supervision: Parents know the child's whereabouts and should check their welfare frequently.

f. Monitored Supervision: An adult is aware of a child's location and activities. An emergency contact is available at all times.

g. Monitored self-care: Parents have assessed their child's ability and allowed the child to monitor him or herself. The child has emergency contact available.

**6. Applicability.** This policy applies 24 hours a day, 7 days a week to all members of the Bamberg Military Community (USAG, Bamberg) who are parents, legal guardians, or authorized caregivers of children who:

a. Live with them in a military housing area or in a home in the local community.

b. Have not yet graduated from high school.

**7. Policy.** The USAG Bamberg Commander is responsible for promoting the health, safety and welfare of all who live within the USAG Bamberg jurisdiction. Children who are left without responsible supervision are susceptible to harm, which all too often produces tragic results. Parents are responsible for ensuring their children are properly supervised and safeguarded. Military Police and Social Work Service (SWS) are required to investigate incidents which violate this policy letter on behalf of the Commander. The Department of the Army, through the Family Advocacy Program, aims to prevent incidents of child abuse and to protect those who are victims of abuse. Child neglect is a category of child abuse. Parents and guardians are guilty of neglect if they fail to adequately provide for the basic needs of their children, such as food, shelter, medical and dental care, education, supervision and safety. To ensure that neglect does not occur, all parents/guardians must adhere to the following standards:

a. **Children**, regardless of age, will not be left unattended in circumstances involving potential or actual risk to their health and/or safety.



b. **Children below 5 years of age** require close supervision and therefore must be in direct contact with a caregiver at all times. Children in this age group must be Directly Supervised IAW Paragraph 5d of this policy.

c. **Children from 5-10 years of age** wish to explore their environment. As a result they must also be protected from the consequences of their natural curiosity. Supervision may not require constant direct contact, however it will require the caregiver to be in the immediate vicinity (a distance not greater than 25 meters) of the child and in visible or hearing range at all times. The following special considerations apply to the supervision of children in this age group:

- 5 and 6 year olds may not walk to school alone or to other locations any distance greater than a 25 meter distance from their home. Supervision for this age group will follow the guidance in Paragraph 5d of this policy.
- 7-8 year olds may walk to school alone, but may not supervise 5 or 6 year olds walking to school, or other activities requiring Direct Supervision. Children in this age group may not be outside or away from their home unsupervised.
- 9-10 year olds may walk to school alone, and supervise 5-8 year olds walking to school. This condition applies only to walking to and from school and does not apply to supervision in public places such as a playground.
- 9-10 year olds may be left unattended outside and within 25 meters of the home for a maximum of one hour, so long as they are with other children the same age group.
- 9-10 year olds may be left unattended in a car for up to 10 minutes while an adult runs an errand (for example pay a bill or get mail). Keys must be removed and emergency brake must be applied.

d. **Children from 11-12 years of age** should be allowed to explore their environment in order to build up their self-reliance; however they need to be supervised using direct and indirect methods. Indirect supervision means that the parent should know their children's whereabouts and should check their welfare frequently. Children at this age level can be left alone for up to 6 hours, not overnight, with ready access to an adult. Children aged 11 may baby-sit siblings for up to 3 hours with ready access to an adult. Children aged 12 may baby-sit siblings and others for up to 6 hours, not overnight, with ready access to an adult. The Red Cross or CYSS Babysitting Course is strongly recommended. Children in this age group will not be outside their home, unsupervised by an adult past 30 minutes before dusk OR 2000 hours, whichever time occurs first.

e. **Children from 13-15 years of age** in most cases should be mature enough to start exercising self-supervision. Children in these grades may be left alone, but not overnight. These children can baby-sit siblings for up to 12 hours, but not overnight, with ready access to an adult. They may baby-sit other children but they are strongly recommended to attend the Red Cross Babysitting Course or CYSS Babysitting Course. Parental decisions to allow children in this age group to be outside the home unsupervised will follow established curfew policies IAW para 7i below.



f. **Children from 16-17 years of age** may be left alone overnight but a responsible adult must check on them at least once in the morning then again in the evening. Children 16 & 17 years of age may be left alone for no more than one day. Parents are responsible for ensuring that the children know where at least one parent is, and have access to telephone numbers of responsible adults in the event of an emergency. It is strongly recommended that caregivers plan for any emergency to include risks to medical and personal safety.

g. Overnight babysitting by children from 16-17 years of age shall not be for more than one day, and must be checked at least once in the morning and once in the evening by an adult. The Red Cross or CYSS Babysitting Course is strongly recommended for all children who provide childcare.

h. Parents and guardians who leave children 11-17 years of age unattended should provide the child with a key, emergency phone numbers (police, fire department, and dispensary), a phone number where parents can be reached, the expected time of return, and the name and phone number of an adult who can be reached immediately in the event of an emergency. The designated adult must be aware of his/her responsibility. Parents/guardians should notify the designated adult by phone or in person before departure. The amount of time children in this age group range are left unattended will follow the guidelines in Paragraph 6b through 6g above.

i. Unless accompanied by a responsible adult or authorized caregiver, children under 16 years of age shall be inside their own or someone else's quarters (with parental consent) between 2300 and 0500 Friday through Saturday and between 2200 and 0500 Sunday through Thursday. During periods when school is not in session, curfew will be 2300 to 0500 daily.

j. Curfew for 16 and 17 year old children will be from 2300-0500 daily.

k. Exceptions to curfew hours will be granted for children returning home immediately after sanctioned functions, such as school dances, athletic events and Child, Youth, and School Services activities.

**8.** Every Member of this community has the responsibility to report suspected child abuse or neglect to the Military Police (MP) at 0951-300-8700/770 or DSN 469-8700/7770. When children are determined to be unsupervised, the MPs will be called. The MPs and SWS will assess the incident and present it to the Family Advocacy Program Case Review Committee (CRC) when the report is deemed credible. The CRC will then address the applicable rights of alleged victims and offenders determine whether an incident of neglect has taken place IAW AR 608-18, and recommend treatment plans to resolve the problems in these families. Installation law enforcement personnel, physicians, nurses, social workers, school personnel, FAP and CYS personnel, psychologists, other medical personnel will report information about known or suspected cases of child and spouse abuse to the appropriate point of contact or appropriate military law enforcement agency as soon as the information is received. Commanders should

IMBA-ZA

SUBJECT: Supervision of Children in the Bamberg Military Community

report allegations of abuse involving their Soldiers to the appropriate point of contact or appropriate military law enforcement agency.

9. Children develop at different rates. Some children may require more or less supervision than indicated above for children of the same age. Parents must use good judgment and consider the physical, emotional and psychological maturity of their child when determining the level of supervision the child requires. However, parents, guardians, and authorized caregivers are required to follow the above standards, unless an exception has been approved through the USAG Bamberg. Any other deviation from these standards will be a basis for investigation of potential child neglect.

a. When warranted, with due regard to the age, maturity of the child and the activity in question, requests for an exception to this policy will be considered for approval.

b. Parents, guardians and authorized caregivers may submit a written request for exception to the Child Supervision Policy by describing, in detail, the reasons for the request and providing written justification from at least two of the following sources:

The concerned teacher(s)  
Chaplain  
Social Work Service Case Manager

10. The enclosed USAG, Bamberg Child Supervision Matrix explains the level of adult supervision required for children of different ages.

11. POC for this memorandum is Mark Bradley, The Family Advocacy Program (FAP) manager at DSN 469-8397.

  
MICHELLE L. BIENIAS  
LTC, MI  
Commanding

Encl  
USAG Bamberg  
Child Supervision Matrix  
Bamberg Child Supervision Form



# U.S. Army Garrison Bamberg Child Supervision Matrix

Age of child	May be left alone at home	May be left alone overnight	May be left outside unattended (including playing)	May be left unattended in a car	May baby-sit siblings	May baby-sit others
Newborn through age 4	No	No	No	No	No	No
Age 5-10	No (note 1)	No	<p>If caregiver is in immediate vicinity (a distance not greater than 25 meters; approx 80 feet) of the child and in visible or hearing range at all times. (note 2 &amp; 3)</p> <p>Ages 5-6: May not walk to school alone or to other locations any distance greater than 25 meters (approx 80 feet) from their home. Supervision for this age group will follow the guidance in Paragraph 5d of this policy.</p> <p>Ages 7-8: May walk to school alone, but may not supervise 5-6 year olds walking to school, or other activities requiring Direct Supervision.</p> <p>Ages 9-10: May walk to school alone, and supervise 5-8 year olds walking to school; however, supervision outside and within 25 meters (approx 80 feet) of the home will be limited to 10 minutes.</p>	<p>No</p> <p>No (note 1)</p> <p>Ages 9-10: For up to 10 minutes while an adult runs an errand (for example, to pay a bill or get mail). If the keys have been removed and the hand brake applied. (notes 3 &amp; 5)</p>	No	No
Ages 11-12	<p>For up to 6 hours in a 24 hour period (not overnight), with ready access to adult supervision. (notes 2, 3, 4, &amp; 6)</p> <p>Unless accompanied by a responsible adult or authorized caregiver, children shall be inside their own or someone else's quarters (with parental consent) between 2300 and 0500 Friday through Saturday, and between 2200 and 0500 Sunday through Thursday. During periods when school is not in session, curfew will be 2300 to 0500 daily.</p>	No	<p>Will not be outside their home, unsupervised by an adult, past 30 minutes before dusk or 2000 hours, whichever time occurs first. (notes 2, 3, &amp; 6)</p>	<p>Yes (notes 2, 3 &amp; 5)</p>	<p>Age 11: Yes, for siblings over two years of age and up to 3 hrs with ready access to an adult (notes 2, 3, 4, &amp; 6)</p> <p>Age 12: Yes, for up to 6 hrs with ready access to an adult supervision, but not overnight (notes 2, 3, 4, &amp; 6)</p>	<p>Age 11: No</p> <p>Age 12: For up to 6 hrs, not overnight, with ready access to an adult (notes 2, 3, 4, &amp; 6)</p>

## U.S. Army Garrison Bamberg Child Supervision Matrix (Continued)

Age of child	May be left alone at home	May be left alone overnight	May be left outside unattended (including playing)	May be left unattended in a car	May baby-sit siblings	May baby-sit others
Ages 13-15	Yes, but not overnight. Unless accompanied by a responsible adult or authorized caregiver, children shall be inside their own or someone else's quarters (with parental consent) between 2300 and 0500 Friday through Saturday, and between 2200 and 0500 Sunday through Thursday. During periods when school is not in session, curfew will be 2300 to 0500 daily.	No	Yes (note 3) Parental decisions to allow children in this age group to be outside the home unsupervised will follow established curfew policies IAW para 7i.	Yes (notes 2, 3 & 5)	Yes for up to 12 hrs with ready access to an adult supervisor, but not overnight (notes 2, 3, 4, & 6)	For up to 12 hrs, not overnight, with ready access to an adult (notes 2, 3, 4, & 6)
Ages 16-17	Yes Unless accompanied by a responsible adult or authorized caregiver, children shall be inside their own or someone else's quarters (with parental consent) between 2300 and 0500 daily.	Yes for up to 24 hours, but an adult neighbor or adult friend must check on them at least once in the morning and then again in the evening, for no more than one day. Minors will have telephone access to a neighbor in case of an emergency and must know where at least one parent is (note 2)	Yes (note 2)	Yes (notes 2, 3 & 5)	Yes (notes 3, 4, & 6)	Yes, but must be checked at least once in the morning and once in the evening by an adult. (notes 3, 4, & 6)

### Notes:

1. Parents must make an informed choice (e.g. regarding heat, level of danger, amount of time) when carrying groceries from the car to the stairwell apartment or when doing laundry and leaving the child in the stairwell apartment.
2. "Caregiver" is defined as someone who has or assumes responsibility for the child (for example a parent, guardian, care provider, friend)
3. Parents are responsible for assessing the individual capabilities of their children. Questions to answer may include, "Can your child solve problems independently?" "Does your child think through the consequences before choosing to behave a certain way?" "How does your child occupy his- or herself when left with free time?"
4. Ready access is defined as at a minimum, telephone access and telephone number of each person designated as adult supervision.
5. Children may have difficulty assessing dangerous weather conditions (e.g. extreme heat or cold) and taking action to protect themselves.
6. Red Cross or CYS babysitting training is strongly recommended.

## USAG Bamberg Child Supervision Form

Purpose: To designate the responsible adult that will supervise children when the parent/guardian will be absent.

### Responsible Adult Information

Name	
Address	
City	
State	
ZIP Code	
Telephone (home)	
Telephone (work)	

### Supervision Information

Start and End Date for Supervision:	
Address of Children:	
Number of Children:	
Names/Ages of Children:	

By signing this document, I understand that I am assuming responsibility for the above named children during the listed time period. I must use good judgment to ensure that the children are given the supervision required for their age and maturity. At a minimum, I must adhere to the guidelines contained within the USAG Bamberg policy memorandum, Supervision of Children in the Bamberg Military Community, dated 13 November 2012.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Parent Contact Information (at a minimum, a phone number): \_\_\_\_\_

Parent Printed Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_